

MINUTES OF HARRISVILLE CITY
CITY COUNCIL MEETING
Tuesday, September 9, 2014 – 7:00 p.m.
Council Chambers
363 West Independence Blvd
Harrisville, Utah 84404

Present: Mayor Bruce Richins, Council Member Michelle Tait, Council Member Jennifer Jensen, Council Member Grover Wilhelmsen, Council Member Jeff Pearce, Council Member Jennifer Morrell.

Staff: Bill Morris, City Administrator, Jennie Knight, City Recorder.

Visitors: Ruth Pearce.

7:00 P.M. CITY COUNCIL MEETING

1. Call to Order.

Mayor Richins called the meeting to order and welcomed all visitors.

2. Opening Ceremony.

Council Member Jensen led the pledge of allegiance and conducted the opening ceremony.

3. CONSENT ITEMS

- a. Approve the minutes of August 26, 2014 as presented.

MOTION: Council Member Morrell motioned to approve the minutes of August 26, 2014 as presented. Council Member Tait seconded the motion. All Council Members voted aye. Motion passed.

4. BUSINESS ITEMS

- a. Weber County RAMP Presentation

Chris Ward, Weber County Employee, introduced himself and said he is here to provide information to the Council about the RAMP grants. There is a private group that is raising funds to try to get the word out for people to vote in favor of keeping the RAMP grants. Because this is not a presidential election year, they are anticipating a low voter turnout. He is trying to help get the word out. RAMP is an acronym for recreation, arts, museums, and parks. These grants are funded by a sales tax of 1/10th of 1% or one penny for every \$10. The average family invested \$12 per year to help fund the RAMP grants. In exchange this money generated \$2.5 million per year for community projects. Some of these projects include trail and hiking bridges, sports fields and courts, park amenities, water features and playgrounds. Music, dance and theatre performances including festivals and film series held and the community amphitheaters and museum exhibitions were also funded. Over the course of RAMP's existence \$26,515,267 in grants have been awarded for 91 nonprofit organizations and municipalities. RAMP also

includes a summer Saturday programs to make recreational, arts, museums and park programs available to children and families at no cost.

The initial RAMP investment was doubled in matched funds, land donations, and in-kind resources and volunteer services. The RAMP committee must see positive results in order to continue awarding grants. This is a way to provide convenient and safe access to recreational, art, and museum activities to the entire community. RAMP is on the ballot for the November 4, 2014 election and hope to receive support to continue another 10 years.

Council Member Morrell said this is the last issue on the ballot; listed on the second page of the ballot. She encouraged Council to help make people aware that this is on the ballot and to keep scrolling down the entire ballot.

Mayor Richins asked how many people sit on the RAMP committee. Chris Ward said the committee consists of 15 individuals. 7 serve on recreation; and 7 serve on arts and museums. The chair works for both recreation and arts and museums. The committee goes through a very fair process. There is good representation through the entire county. Currently there is a position open; if Council knows of anyone. They do read about 80-85 grants and they like to fund as many as possible. Council Member Jensen asked if this is only for cities and non-profits, not for schools. Chris Ward said the Ogden City Foundation can apply. Council Member Jensen asked if a foundation could apply but not a specific school. Chris Ward explained that the Weber County Foundation applied for some bathrooms in South Ogden. One issue with applications like this is the public must have access 24 hours.

Chris Ward asked Council for any questions. Mayor Richins said about \$8 million applications were submitted with \$2.8 million funded. Chris Ward said the year before only 2 cities applied for the major grant portion. Because they were the only two, they were fully funded. This past year there were 12 applicants. Because there were so many more, most received about half of what they applied for. He emphasized you do not have to be a professional grant writer. He said projects where the application showed the writer was a little bit inexperienced, the project was funded because it was a good project.

b. Splash Pad Concessions Stand Report

Bill Morris explained the brief history of the implementation of the concessions stand. The city put out an RFP and Pioneer Management was awarded the contract. He read the report submitted from Pioneer Management. They were able to process credit cards and took cash. In the beginning they sold pizza, but a permit was not issued through Weber County Health Department because the Coke trailer is not in compliance. In order to have compliance to sell hot foods, they would have to purchase a taco stand trailer which is then linked to a real brick and mortar restaurant within the city. There was a net loss of \$85; which did not include the manager's time. In his opinion, this will not be a money making opportunity. Council Member Jensen said the concession stand was not located over near the baseball field. Bill Morris explained there was too much liability with moving the coke trailer with children present. He would like to take time over the winter to inquire whether the purchase of a new trailer that would meet requirements would be feasible. Again this business would have to be tied to a real restaurant. Council Member Tait expressed her disappointment they could not

serve hot foods. Bill Morris agreed saying they could have done very well if they were able to sell pizza. Council Member Jensen said she thinks this is a good idea to pursue.

c. Discussion/possible action on hiring consultant to complete impact fee engineering study for transportation impact fee.

Bill Morris explained the city engineer has sent the proposal which will cover the cost of implementing this transportation impact fee facilities plan over the next 10 years. This will include all of the effecting factors that will impact traffic over the next 10 years. They need to collect the data to meet state law to create an impact fee. The cost is \$13,600 for this study. This data will then go to Zion's Bank which will cost around \$5,000 to determine the impact fee number that can be assessed. Staff would like to start collecting this on building permits in the future. He pointed out Harrisville City has never had a traffic impact fee. Council Member Pearce said there is already a traffic impact issue on Larsen Lane. Council Member Morrell asked what this is going to do for us and what is meant by peak volume. Bill Morris said they will run data, and determine the growth related factor using the traffic that is already here, and what is coming in through from neighboring cities. Staff would like to have an impact fee, because we must match 6% of Larsen Lane construction project, this would go through for that. Council Member Tait asked when this will start, the study. Bill Morris explained once approval is given it takes 3 weeks to calculate the data. Zion's bank will take a few months, and the public hearings requirement must be met. Staff can collect the impact fee 90 days once the ordinance adopting the impact fee is passed. Council Member Morrell asked whether the city must put out an RFP. Bill Morris explained this is the lowest bid of the two RFP's received. Council Member Tait asked if this was included in the budget. Bill Morris said it can be taken from Capital Projects. Essentially this money is collected back over time. Council Member Tait asked if there is a certain time frame to conduct the study. Bill Morris said now with school is in session and people back to work, this is a good time. Mayor Richins said he thinks this is good. Council Member Wilhelmsen asked if UDOT has any impact on this study. Bill Morris explained these are city roads. He further stated if there is a circumstance where the road is impacted by UDOT this impact fee could be used towards that type of project. Council Member Morrell said most of the data will come through the LTAP study. Bill Morris said they are looking at different data to meet the statutory requirements.

MOTION: Council Member Wilhelmsen motioned to approve hiring consultant to complete impact fee engineering study for transportation impact fee as per the letter from the city engineer dated August 4, 2014. Council Member Jensen seconded the motion. A Roll Call Vote was taken.

Council Member Wilhelmsen	Yes
Council Member Tait	Yes
Council Member Pearce	Yes
Council Member Jensen	Yes
Council Member Morrell	Yes

Motion passed 5-0.

d. 2014 Goal Review.

Bill Morris pointed out many of the 2014 goal have been met. With the Departmental Organization ordinance this goal has been met. We have tonight focused on the impact fee. Not much has been done on the general plan. He has a map that takes the commercial area that was lost in some area and reapplies this throughout the city. He explained this item will continue through to next year. He congratulated Council on passing a balanced budget. Council has improved youth recreation by creating a department head. We were also awarded the CDBG grant. He is just finishing up the environmental study which is the last requirement. He informed Council we updated our business license study which reviews the regulations for current business licensing practices. Council Member Morrell reminded Council of her meeting with Doug Larsen from Weber County. She said some of the items he mentioned can be implemented and Council can start working on those throughout the next year. Council Member Jensen suggested all of the council members give some input on commercial businesses so they can move on. Mayor Richins said the triangle part between Wall Avenue and North Harrisville Road needed to be addressed. He feels this area is an embarrassment to the city. Bill Morris explained code enforcement has been addressing some of these issues. Council Member Jensen suggested getting ahead of the future development in other cities. She expressed her concern with the commercial growth in other cities.

Mayor Richins informed Council the Standard Examiner ran an article about the new charter school which will be coming to Harrisville. Bill Morris said they are planning several open houses at the cabin to receive public input. Council Member Tait wondered if there may be an issue with UDOT. Council Member Pearce pointed out there is also no secondary water. Council Member Tait said they have hired Jessie Kidd who helped with Di Vinci Academy.

5. Public Comments - (3 minute maximum)

No comments were offered.

6. Mayor/Council Follow-up.

Mayor Richins asked Bryan Fife to present his plan to implement the field fee resolution and receive input from Council. Bryan Fife passed out some information he has put together. He was reading through this to see how this might work and has a few questions regarding the implementation. His first question is with clarifying which field this includes; all of the fields or just soccer fields. He understood this was intended to address the soccer fields but is looking for clarification. Mayor and Council gave discussion about including all of the fields. They agreed this includes all of the fields. Bryan Fife pointed out this creates a bit of confusion for circumstances like the lacrosse tournament which is creating their own fields. Council Member Jensen said this is for reservations only. The public is welcome to use the fields when not in use. Bryan said if this includes all of the fields, it would work to have this cover for 3 month season. What if the season has a few days on one side or the other of the 3 month window? He presented how Pleasant View has their city setup. The third page shows how to take reservations on an hourly rate. He said all of the available spots are listed and removed

once a reservation has been made. He said Pleasant View charges \$10 per hour per field. He feels this fee of \$10 is a little steep. He pointed out making hourly reservations makes things a little easier. AYSO can then select the exact times and days they would like to reserve the fields. The last page is a policy that identifies and gives direction to reservation on what to expect when they are reserving the fields. Bryan Fife expressed his concern that we don't have enough man power to reach the level of expectation of some that may be making reservations. Council Member Jensen said North Ogden allows teams to handle their own field maintenance.

Council Member Morrell asked if there are a lot of comp teams that use the fields.

Bryan Fife responded some. Council Member Jensen said she doesn't feel they need to go hourly. She feels the three months can include a few extra days. In her opinion, she feels there are a lot of teams that are willing to pay this.

Bill Morris pointed out staff can make changes to the policy section, he will insert a clause saying the fields are "as is" and those making reservations must sign that they understand this. Bryan Fife explained the grass grows into some of the baseball/softball fields and there is not enough time and/or man power to maintain all of the fields. They have barely enough resources to maintain these during the recreation season. Council Member Morrell said the "Sportsites" hourly rate looks easier to maintain for the office staff. Bryan Fife said currently there is difficulty keeping track of the schedules. He likes the hour time frame. Council Member Jensen again said she does not like the hourly rate option. Bill Morris one option may be for those making reservation to identify the hour they choose, and then pay the staff. Bryan Fife said they can reserve and pay online with "Sportsites". Council Member Jensen said she would like to see the baseball/softball fields maintained all through the summer season. Bryan Fife pointed out there is not enough time and man power available to accomplish this. Council Member Jensen asked how much additional time would this take. Bryan Fife responded 3-5 hours per week. Council Member Jensen again asked why this is not possible. Bryan Fife explained he is not trying to be difficult but there is simply not enough time and man power to address this. Council Member Wilhelmsen said they would have to hire another employee. Council Member Jensen asked if allowing a comp team to maintain the field on their own is an option. Council Member Morrell said the city would have to contact the trust to see if allowing people to run their own equipment is okay. Bryan Fife said they have had issues with this in the past where teams were trying to maintain their own field but this requires using an ATV and those are not allowed in the city parks. Council Member Jensen said she feels it is a problem to not have baseball fields maintained throughout the season. She again suggested maintaining the fields. Council Member Morrell pointed out the only solution is to hire another employee. Council Member Wilhelmsen asked if there will be enough revenue generated through the fee to offset the cost of hiring another employee.

Bryan Fife also said sometimes a comp team just wants to practice one time. The way the current resolution is written, it's hard to implement a one time practice. He pointed out if they reserve as an hourly rate through "Sportsites" this will allow for all types of reservations. He ran through the maintenance schedule of the fields. Mayor and Council gave discussion about how much time is required. Council Member Morrell asked Bryan what type of cost is associated with bringing in fill each season. Bryan Fife responded that every year they must bring in good dirt to resurface the fields and this is costly. He

pointed out this is a retention basin first. Council Members Wilhelmsen and Tait agreed future help must be considered if they desire to maintain the fields.

Bill Morris said the main point with this resolution was to have something in place to address the immediate needs. He said the resolution Council passed also gives staff the ability to revise and address appropriate changes. Mayor and Council gave a brief discussion about how much to charge hourly. Mayor Richins suggested checking with other cities to get an idea of where to set fees.

Mayor and Council gave discussion about having fields and the maintenance that is required to make them playable. Bill Morris suggested tabling this discussion and find the answers for the questions that have been proposed.

Bryan Fife expressed one last concern. He would like to postpone the implementation until January 1, 2015. Council Member Morrell asked if there is enough data to project how much money this will bring in. Bill Morris said now is the time to have these discussions, and work out all of these kinks so that by spring we will be ready to go.

Council Member Pearce reported the mosquito abatement report is clean for Weber County. Other surrounding cities have had reports of west Nile virus, but we have not.

- 7. Closed Executive Session** – Utah State Code §52-4-204 & §52-4-205: The Council may consider a motion to enter into Closed Executive Session for the purpose of discussion of character, professional competence, or physical or mental health of individual(s).

MOTION: Council Member Pearce motioned to close the public meeting and enter into a closed executive session for the purpose of discussion of character, professional competence, or physical or mental health of individual(s). Council Member Wilhelmsen seconded the motion. A Roll Call vote was taken.

Council Member Wilhelmsen	Yes
Council Member Tait	Yes
Council Member Pearce	Yes
Council Member Jensen	Yes
Council Member Morrell	Yes

Motion passed 5-0.

Mayor and Council convened into a closed executive session.

MOTION: Council Member Wilhelmsen motioned to close the closed executive session and reopen the public meeting. Council Member Jensen seconded the motion. A Roll Call vote was taken.

Council Member Wilhelmsen	Yes
Council Member Tait	Yes
Council Member Pearce	Yes
Council Member Jensen	Yes

Council Member Morrell Yes

Motion passed 5-0.

8. Adjourn.

Mayor Richins motioned to adjourn at 8:27p.m.

ATTEST:

BRUCE RICHINS
Mayor

JENNIE KNIGHT
City Recorder
Approved this 14th day of October, 2014

DRAFT